

Bluff Town Council Work Session Minutes
September 7, 2022

Bluff Community Center at 9:00 a.m.
190 N 3rd East P.O. Box 324
435-672-9990

Regular meetings are held the first three Tuesdays of every month at 6:00 p.m. at the Bluff Community Center. Requests to be on the agenda may be submitted in writing to Ann Leppanen (ann@townofbluff.org) at least 4 days before the meeting. Agendas and minutes are posted at: townofbluff.org, on Town Council tab, and audio, in addition, at the Utah Public Notice Website
This meeting was held electronically.

The meeting started at 9:08 a.m.

Roll Call Mayor Ann K. Leppanen, Luanne Hook, Linda Sosa, Brant Murray, Jim Sayers
Town Manager Erin Nelson

2. Review and Discussion of Policy and Form for Addressing a Request to Vacate an Alley or Right-of-Way (All)
7. Discussion of Fees and a Fee Schedule (Leppanen)

Leppanen listed the steps to follow to vacate an alley, not necessarily in order:

- Fill out petition to vacate,
- Pay fee,
- Clerk processes petition,
- Landowner has area surveyed,
- Contact utilities,
- Hold public hearing that includes neighboring land owners,
- Draft the deed,
- Record at County.

There are other rules to follow, such as there cannot be a partial vacate. This became part of the fee schedule conversation because of administrative costs of all the work. If a step is missed it voids the request. Chris McAnany mentioned in previous correspondence town land should not be given away. Murray noted there were times it might be beneficial to grant requests that would make small lots larger. There may be plans through utility companies that could be helpful for strategic planning. The Council agreed it would be helpful to send the policy and form to McAnany for his input. She will also ask McAnany to draft a fee ordinance with basic fees a municipal would have that can be used as a framework.

9:44 pause

9:54 resume

1. Discussion of Active Transportation Plan Policies, Procedures, and Bylaws; Discussion of Grant Application for Safe Streets and Roads (All)

Hook explained the Council needs to vote in favor of applying for the Safe Streets grant for it to move forward. Molly Schmitt presented the reasons for the grant for Bluff and a map. Hook explained the minimum amount for the grant is \$200,000 with a 20% match

and it would help create the Active Transportation Plan. The members on the committee are Sayers, Hook, Schmitt, Joe Hubbard, Debbie Westfall, and Anthony Lott. Sayers would like to see a budget for the grant. Murray is supportive but felt the focus should be Bluff not the region. The Main Street Project focused on Bluff and Safe Streets has a limited focus, in terms of the title. Sosa agreed with wanting to see a budget and keeping the focus on Bluff. She pointed out funding from grants has to go into the Town general fund. Leppanen appreciated all the work involved. In the presentation. She had expected plans, procedures and bylaws from the group. She noted the \$40,000 match is not possible with in kind work. She will meet with Nelson and Schmitt, then meet with Hook and UDOT Friday to see about matching funds. This will be on the next agenda. Leppanen was concerned the Council has several large projects going on adding another large one may be too much at this time.

3. Discussion of Inspection Report of the Playground at the Cooperative Cultural Center (All)

Sayers reported UDB read the playground inspection and felt it best to shut it down, there are serious concerns about the equipment being obsolete and dangerous. It was decided Leppanen will send the report to our insurer to get their response.

4. Discussion of Bluff's Airport and Lease Between San Juan County, now Town of Bluff, and Glenn Gurney (All)

Leppanen received the missing page on Gurney's lease agreement with the County from his lawyer. There are requirements for payments and insurance, and we need to see if those payments had been made. Kendall Laws said no payments had been made to the County by Gurney. A letter had been sent to Gurney giving him 30 days to respond and remove his hanger kit. If there is no response in a week or two we can take action. Leppanen has donated a piano to the CC.

5. Discussion of a Meeting with Don Johnson, Fort Volunteer, Regarding His Experiences with Canadian Government (Leppanen)

Leppanen is planning a lunch/social hour with Don Johnson to learn from some of his experiences.

6. Discussion of Sunrise Engineering's Proposal and Work (Sayers)

Sayers reported Tuttle from Sunrise Engineering sent a detailed letter about what they would do for our water rights and the Council approved it. He will check with them and get an update. A copy of the letter will be taken to the Bluff Water Works meeting.

8. Other

Reminder for Council members to be at the Fort at 7:30 a.m. for the pancake breakfast Saturday.

Sayers motioned to adjourn the meeting at 11:46 a.m., Murray seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor.

Linda Sosa, Recording Officer

This meeting took place electronically in order to follow the social distancing guidelines given by state and local authorities. The public was able to connect and participate electronically.

To view the livestream, or watch past recordings, please visit our YouTube channel:

<https://www.youtube.com/channel/UCTqBxSP-Erhxq6muVMX6vdw>

For requests to receive emails/meeting invitations email linda@townofbluff.org

